

Business Analyst

Scope Management / Time Management / Quality Assurance / Change Management / Risk Management / Coordinating Resources / Training / Project Scheduling / PM Methodologies / Stakeholder Management

Result driven, self-motivated, resourceful and an aspiring Business Analyst with an in-depth knowledge and understanding of Project Management methodologies and implementation. With more than 8 years of experience in the IT industry backed by academic and professional education has given me the ability to face challenges and adapt to changes effectively. I am currently looking for a position in a prestigious company where achievements are rewarded and internal succession is given priority.

Career Summary

Providence Global (Pvt) Ltd (2013 July – 2014 January)

Providence is a dynamic software engineering, business consulting and IT services provider enabling our clients to leverage our expertise in the IT and consulting arenas. Providence specializes in developing bespoke software solutions to meet exact requirements of customers. Providence have ventured in to various domains and business areas to develop software applications and products. Providence is also the software partner of ABAS Software AG, Germany for ABAS ERP Solutions.

Senior Project Lead

Manage project team IT Software development projects of both local and international clients. The project implemented vary from travel and transport domain to transcription, translation and speech synthesis domain. Managed an ERP project in the Cement Manufacturing domain and held the responsibility of functional analyst.

My Responsibilities / Achievements include;

- Liaise with internal and external project stakeholders and actively participate in setting delivery timelines, finalizing requirements, project status meetings, Portfolio reporting and issue handling.
- Responsible for all deliveries of the project.
- Coordinate all activities of the project with internal and external stakeholders / teams.
- Use Agile Methodologies in managing projects.
- Maintain continuous alignment of project scope with strategic business objectives.
- Prepare full scale project plans and added project governance documents.
- Implement change, integration and delivery management procedures within the project.
- Strategically manage resource allocations within the projects to ensure maximum productivity and availability.
- Prepare project schedule on MS Project 2013 with WBS, activities and milestones and Update schedules when required.
- Analyze and mitigate schedules for impacts.
- Coach, mentor and motivate project team members.
- Manage a team of 12 across 4 projects.

EDM Systems (Pvt) Ltd (2006 Jan – 2013 June)

EDM Systems (Pvt) Ltd is the software development center of QA-Software (Pty) Ltd - Melbourne, Australia (www.qa-software.com) who provides information management solutions for the construction and engineering industry. The product suite developed at the organization comprises of an end to end solution for all aspects utilizing both LAN and Web based technologies.

Junior Manager – Testing (2010 Dec to 2013 June)

Responsible for managing and coordinating quality assurance processes and resources of the company. Involved in project iteration planning, release planning, resource management, Change Management and training staff on quality assurance and company products.

My Responsibilities include;

- Developing and managing software test schedules and release plans.
- Defect reviewing, analyzing and providing application stability and testing progress reports to the stakeholders.
- Review Specification to meet client requirements.
- Contribute to the improvement of software development quality control processes and procedures in the company.
- Implementing test automation tools such as Selenium Web Driver, Coded UI and integrate it into the company production cycle.
- Handle responsibilities of providing technical guidance and training of software testing personnel, developers and support staff.

Senior Tester & Test Plan Writer (2008 Dec to 2010 Nov)

My Responsibilities were; preparing test plans, business rule documents, user documentation, analyze user requirements and recommend improvements and new features to products, manage and schedule testing requirements and train internal staff.

- Handle the tasks of providing accurate and timely estimates for QA timelines and effort.
- Scheduling testing requirements of the company.
- Interact with the development team in areas related to software testing including test cases, test plans, test procedures and test reports.
- Assist support staff on Help Desk items and related technical issues.
- Overlook and provide support for the junior team members.

Tester and Test Plan Writer (2007 Jan to 2008 Nov)

Trainee Tester / Junior Tester, (2006 Jan to 2006 Dec)

Project Experience - Freelance

Sub Contract Work for Aptitude Management Services LLC, Dubai, U.A.E. (2014 Mar – 2014 Jun)

Aptitude is a Design and Development consulting and Information Systems Development Company based in Dubai. Their products include Impetro; a web based purchasing system and iGetit a supply chain management system integrated into Impetro.

ASP.Net MVC C# Developer

Worked in the capacity of the lead developer to revamp their key product; Impetro. My responsibilities were to implement / enhance features of the system and to deliver the product in a timely manner to meet the quality standards of the company.

Summary of the responsibilities and key technologies used;

- Handled core development of the product in both Front End and Backend.
- Competent in MVC architectural patterns and design patterns.
- Familiar with technologies such as Entity Framework with SQL server, JQuery, JQuery UI, JQuery Validator.
- Design and implement key features of the application.
- Liaise with the Technical Manager of Aptitude Management Services LLC to solve technical issues.
- Proficient in Team Foundation server in aspect of Team Management, Source Control and Reporting

Academic Qualifications

Sri Lanka Institute of Information Technology (SLIIT), Sri Lanka	-	2007 – 2010	-	BSc (Hons) Information Technology
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Professional Certifications and Training

Project Management Institute (PMI), USA	-	2012	-	Project Management Professional (PMP)
International Software Testing Qualifications Board (ISTQB), Belgium	-	2013	-	Certified Tester Foundation Level (CTFL)
Microsoft Corporation, USA	-	2012	-	MCTS: .NET Framework 4, Web Application
Project Management Solutions (PMS), Sri Lanka	-	2011	-	Participant / Agile Scrum Fundamentals Workshop

References

Available on Request